

Message Text

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ORIGIN COME-00

INFO OCT-01 NEA-10 ISO-00 EB-11 RSC-01 /023 R

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NEA/RA:RWCHASE

----- 120387

R 051356Z MAR 74

FM SECSTATE WASHDC

TO AMEMBASSY TEHRAN

UNCLAS STATE 043405

E.O. 11652: N/A

TAGS: BEXP XD XF

SUBJECT: NEA COMMERCIAL OFFICERS CONFERENCE

REF: A. STATE 035053; B. TEHRAN 1503

1. POST REQUESTED PROVIDE FOLLOWING LOGISTICAL SUPPORT
FOR SUBJECT CONFERENCE:

A. HOTEL ACCOMMODATIONS - ANTICIPATE APPROXIMATELY
32 OFFICERS FROM POSTS OTHER THAN TEHRAN TO ATTEND
CONFERENCE. WASHINGTON CONTINGENT WILL NUMBER APPROXIMATELY
17. BASED ON THESE FIGURES, POST REQUESTED TO SEEK HOTEL
ACCOMMODATIONS WITHOUT INCURRING FINANCIAL OBLIGATION AT
INTERCONTINENTAL, SHERATON OR COMPARABLE HOTEL. PARTICIPATING
POSTS WILL BE ASKED TO INFORM EMBASSY TEHRAN AND WASHINGTON
THE IDENTITY AND SPECIFIC TRAVEL PLANS OF OFFICERS THEY WILL
SEND TO CONFERENCE. PRECISE ACCOMMODATIONS REQUIREMENTS
WILL BE OBTAINED FROM RESPONSES.

B. CONFERENCE ROOM - POST MIGHT WISH TO CONSIDER USING
CONFERENCE ROOM IN SAME HOTEL USED FOR ACCOMMODATIONS
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PROVIDING IT IS FURNISHED FREE OF CHARGE. IF HOTEL

CONFERENCE ROOM NOT AVAILABLE, PLEASE SUGGEST ALTERNATIVE SITE.

C. TRANSPORTATION - REQUEST EMBASSY PROVIDE VEHICLES FOR TWO CONFERENCE CO-CHAIRMAN.

D. SECRETARIAL SUPPORT - REQUEST EMBASSY PROVIDE SERVICES OF ONE AMERICAN SECRETARY DURING CONFERENCE.

2. PLEASE ADVISE WHETHER ANY PROBLEMS ARE PERCEIVED IN MEETING LOGISTICAL REQUIREMENTS.

3. OTHER MAJOR PREPARATIONS, INCLUDING INVITATION TO NEA POSTS AND PREPARATION OF AGENDA, WILL BE WASHINGTON RESPONSIBILITY. IN ADDITION, COMMERCE WILL SEND ONE OFFICER SEVERAL DAYS IN ADVANCE OF CONFERENCE TO ASSIST WITH FINAL POST PREPARATIONS. KISSINGER

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